



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY CADET COMMAND
FORT MONROE, VIRGINIA 23651-5000

2003

S: 28 February

2004

28 February

2002

30 May

ATCC-JR (145)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Annual Junior ROTC Essay Contest

1. Purpose. To provide information and assign responsibilities for the Junior ROTC Essay Contest for School Years 2002-03 and 2003-04.

2. In order to provide additional planning time and address alternative scheduling scenarios in many school districts, Cadet Command is announcing themes for its essay contest for the next two school years:

School Year 2002-03 - "How Junior ROTC helped me to become a better leader and citizen"

School Year 2003-04 - "How Junior ROTC is preparing me for a successful future"

Announcing the contest theme a year in advance permits cadets only enrolled in Junior ROTC the second semester of a school year an opportunity to participate. As an example, cadets only enrolled in Junior ROTC the second semester of School Year 2002-03, could submit essays using the theme for School Year 2003-04, "How Junior ROTC is preparing me for a successful future". These essays would then be judged, along with those submitted the first semester of School Year 2003-04, to select a school winner. Cadets enrolled in

Junior ROTC for an entire school year would continue to submit essays in the same timeframe as in past years.

3. Major areas to be considered in conducting the essay contest are:

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a. Criteria. All students currently enrolled in Army Junior ROTC are encouraged to participate. Essays, which will be judged on content, organization, and structure, should be the work of the individual cadets. Criteria should also include the development of the main idea or concept. As winning essays are often used for promotional purposes, special attention should be given to grammar and punctuation. The essays are to be 250-350 words in length; essays longer than this will not be evaluated.

b. Judging. Since many instructors use these essays as learning activities, and they are more familiar with the writing skills of individual cadets, judging should begin at the local school level. It is therefore recommended that instructors submit only one winning essay from their school to their Brigade, and, in turn, each Brigade submit one, but not more than three, nomination(s) to their Region. This procedure will make judging the essay contest less time consuming for Region/Brigade personnel.

c. Awards. The Junior ROTC Directorate acquires Savings Bonds for the National, Regional, and Overseas winners. Awards should be presented by a senior officer at an appropriate ceremony.

4. Specific responsibilities:

a. **Director, Junior ROTC.**

(1) Conduct the Junior ROTC Essay Contest and announce the annual theme.

(2) Coordinate the final judging of the National Winner. Selection to be made by CG, USACC.

(3) Acquire awards.

(4) Prepare congratulatory letter to National Winner for CG signature.

b. **Director, Marketing.** As appropriate, coordinate publicity for the Essay Contest and award winners.

c. **Region/Brigade Commanders.**

(1) Coordinate the judging of Region/Brigade winners. Essays should be considered by a minimum of three

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judges. Forward the Region's winning essay to Headquarters, Cadet Command, ATTN: ATCC-JR, NLT 28 February 2003 for the School Year 2002-03 contest, and 28 February 2004 for School Year 2003-04. Provide us the winning cadets full name, home mailing address, social security number in order to get the bonds, school name, a Point of contact, and school address to which we will send the bond and member materials.

(2) Prepare congratulatory letter to Region winner for Region Commander's signature, and participation letters to Brigade/school entrants as appropriate.

(3) Coordinate local awards ceremony in recognition of winner(s).

d. **Overseas Commands.** Judge essays submitted by cadets in your command. Once you have chosen your winner, please provide us the full name, home mailing address, social security number, school name, POC, and school address of your winning cadet.

5. Point of contact is Constance G. Yelverton, DSN 680-4809.

FOR THE COMMANDER:

Carlos Glover
Colonel, AV
Director, Junior ROTC

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